

**Minutes of a Regular Session of the Common Council of the Town of Clarkdale
Held on Tuesday, April 13, 2021 at 6:00 P.M.**

A Regular Meeting of the Common Council of the Town of Clarkdale was held on Tuesday, April 13, 2021, at 6:00 P.M. at the Clubhouse at 19 N. Ninth St. and via Zoom Video Conference.

CALL TO ORDER –Mayor Prud’homme-Bauer called the meeting to order at 6:00 P.M.

Town Council:

Mayor Robyn Prud’homme-Bauer
Vice Mayor Debbie Hunseder
Councilmember Bill Regner
Councilmember Marney Babbitt-Pierce
Councilmember Lisa O’Neill

Town Staff:

Town Manager Tracie Hlavinka
Public Works Director Maher Hazine
Police Chief Randy Taylor
Community Development Director Ruth Mayday
Interim Finance Director Rob Sweeney
Parks and Recreation Technician Chell Smart
Human Resources Manager Annie Oddonetto
Town Clerk Mary Ellen Dunn

PUBLIC COMMENT – The Town Council invites the public to provide comments at this time. Members of the Council may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. §38-431.01(H), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism or scheduling the matter for further consideration and decision at a later date. Persons interested in making a comment on a specific agenda item are asked to complete a brief form and submit it to the Town Clerk during the meeting. Each speaker is asked to limit their comments to five minutes.

Michael Lindner, Clarkdale resident, addressed Council regarding concerns on speeding and parking issues.

REPORTS

Current Events – A brief summary of current events. The Council will not propose, discuss, deliberate, or take legal action on any matter in the summary.

Mayor’s Report – Submitted electronically

Vice-Mayor’s Report – Submitted electronically

Councilmembers’ Report – Regner, O’Neill submitted electronically

Town Manager’s Report – Submitted electronically

Organizational Reports – Reports regarding regional organizations submitted digitally for the following:

CAT – Cottonwood Area Transit – No report

VVTPQ – Verde Valley Transportation Planning Organization – Submitted electronically

NACOG - No report

NAMWUA - Northern Arizona Municipal Water Users Association – No report

VVREO – LRSPC - Verde Valley Regional Economic Organization's Long Range Strategic Plan – No report

TPAC – Transportation Policy Advisory Council – Submitted electronically

VFLC – Verde Front Leadership Council – No report

CONSENT AGENDA - The consent agenda portion of the agenda is a means of expediting routine matters that must be acted on by the Council. All items are approved with one motion. Any items may be removed for discussion at the request of any Council Member.

- A. Approval of Minutes of the Common Council** - Approval of the minutes of the Regular Meeting held March 9 and Special Meeting held March 23, 2021.
- B. Claims** - List of specific expenditures made by the Town during the previous month. March 2021 check log and PPE dated February 27 and March 13, 2021.
- C. Board and Commission Minutes** – Acknowledgement of receipt of minutes and draft minutes of the previous month's Board and Commission Meetings.
 - Design Review Board Minutes of Meeting held March 3, 2021
 - Planning Commission Notice of Cancellation of Meeting March 16, 2021
 - General Plan Committee Minutes of Meeting held March 11, 2021
 - Parks and Recreation Commission Minutes of Meeting held March 10, 2021
- D. Motorcycle Awareness Proclamation** – Approval of a proclamation declaring May as Motorcycle Awareness Month.
- E. Proclamation on Public Safety Officers Memorial Day and Police Week** – Approval of a proclamation commending public safety officers.
- F. Youth Week Proclamation** – Approval of a proclamation declaring May 1 - 7, 2021 as Youth Week in Clarkdale, Arizona.
- G. Resignation of Planning Commissioner** – Acceptance of resignation of member of the Planning Commission.
- H. Joint Defense Agreement with the City of Cottonwood** – Consideration of the approval of a Joint Defense Agreement between the City of Cottonwood and the Town of Clarkdale relating to claims that could arise as a result of a City of Cottonwood sponsored event that will traverse areas within Clarkdale.

Action: Accept Consent Agenda items A – H as presented.

Motion: Council Member Babbitt-Pierce

Second: Vice Mayor Hunseder

Vote:

Voting Member	Aye/Nay
Council Member Marney Babbitt-Pierce	Aye
Vice Mayor Debbie Hunseder	Aye
Council Member Lisa O'Neill	Aye
Mayor Robyn Prud'homme-Bauer	Aye
Council Member Bill Regner	Aye

NEW BUSINESS

LIQUOR LICENSE APPLICATION – Discussion and consideration of a recommendation to the Arizona Department of Liquor License for a Series 1 In-State Producer application from Yavapai College located at 601 Black Hills Drive, Clarkdale, AZ.

Applicant: Yavapai College

Address: 601 Black Hills Drive, Clarkdale, AZ

Type of License: In State Producer, Series 1

Series 1 – In State Producer: This non-transferrable liquor license allows an in-state producer to produce or manufacture beer, wine and distilled spirits (all spirituous liquor) and sell/deliver the product to a licensed wholesaler. A person who holds an In-State Producer license may also sell to on-site patrons liquor produced or manufactured on the licensed premises. A.R.S. §4-243.

The application from Yavapai College is requesting a new Series 1 In-State Producer liquor license in Clarkdale. The facility is located at 601 Black Hills Dr., Clarkdale, AZ.

To determine whether public convenience requires and the best interest of the community would be substantially served by issuing or transferring a license to a particular licensed or unlicensed location, the State Liquor Board and/or local governing authorities may apply criteria (as listed in the Arizona Administrative Code) as documented on the attached Town of Clarkdale Liquor License Application Review Form which has been completed by the Clerk's Department, the Verde Valley Fire District, Community Development Department, Police Department, Utility Department, and the Public Works Department.

Council Member Babbitt-Pierce declared a conflict of interest and recused herself from the dais until discussion and vote concluded. Town Clerk Mary Ellen Dunn presented information on this agenda item. Michael Pierce was available via Zoom to provide information to Council regarding their existing Series 13 license. Police Chief Randy Taylor provided further information on Council questions regarding traffic.

Action: Approve a recommendation to the State Department of Liquor License and Control to approve the Series 1 In-State Producer Liquor License for Yavapai College located at 601 Black Hills Dr., Clarkdale, AZ.

Motion: Council Member Regner

Second: Vice Mayor Hunseder**Vote:**

Voting Member	Aye/Nay
Council Member Marney Babbitt-Pierce	Recused
Vice Mayor Debbie Hunseder	Aye
Council Member Lisa O'Neill	Aye
Mayor Robyn Prud'homme-Bauer	Aye
Council Member Bill Regner	Aye

PRESENTATION ON FIRE MITIGATION AND SUMMER READINESS BY ARIZONA PUBLIC SERVICE - A presentation to discuss information to Council and public on fire mitigation.

Mackenzie Rogers will present information to Council on the efforts the company is making toward wildfire safety and fire mitigation efforts.

Action: This is a presentation and no Council action is required.

STRATEGIC PLAN WORK PLAN DOCUMENT – Discussion and possible action regarding the work plan document developed following Council's Strategic Planning Session.

Strategic Planning occurs to assist organizations with developing clear plans of action for future opportunities and strategies.

The Town Council and Staff conduct the Annual Strategic Plan Meeting to determine priorities, give updates of previous projects and gain consensus for future strategies. The Town Council, Town Manager, and staff met on February 16, 2021 to conduct this annual meeting. The Council reviewed the Town Vision Statement, Mission Statement, Guiding Principles and Work Plan Goals. The Town Council kept the same six (6) goals in the Work Plan document. These goals are as follows:

- Goal 1) Enhance the quality of life for Clarkdale residents
- Goal 2) Continue leadership roles in collaborative efforts in the region
- Goal 3) Recognize and preserve Clarkdale's history
- Goal 4) Maintain a quality workplace for employees
- Goal 5) Maintain transparency
- Goal 6) Enhance marketing, communication and economic development for Clarkdale

Several priorities were presented by Staff to the Town Council. There was a consensus of the Council to include the presented priorities in the upcoming 2021 Town Council Work Plan draft. The document was revised to add the new priorities for 2021 and omit items completed by staff in 2020. This document is the 2021 Town Council Work Plan. Staff will provide the Town Council with quarterly updates keeping them abreast of progress and providing transparency to citizens.

Town Manager Hlavinka presented information on this item to Council.

Recommended changes: GOAL 1) Section C, Item 2, add "...and other activities."
GOAL 5) Section E, Item 4 change "will" to "may".

Action: Approval of the 2021 Strategic Planning Work Plan document with outlined changes.

Motion: Council Member Babbitt-Pierce

Second: Council Member O'Neill

Vote:

Voting Member	Aye/Nay
Council Member Marney Babbitt-Pierce	Aye
Council Member Debbie Hunseder	Aye
Council Member Lisa O'Neill	Aye
Mayor Robyn Prud'homme-Bauer	Aye
Council Member Bill Regner	Aye

COOPERATIVE AGREEMENT FOR PAVEMENT OVERLAY AND NECESSARY ROADWAY INFRASTRUCTURE - Discussion and possible action regarding the award of a contract to Cactus Asphalt for pavement related improvements on various roadways within the Town limits.

The Town of Clarkdale roadway network has been in need of improvement for an extended period of time. Unfortunately, the current level of funding has not been sufficient to meet the requirements.

At Council request, staff did establish a priority-based methodology for roadway improvement which is based primarily on traffic volume (highest volume roads get the highest priority). Within these higher priority roadways, those roads in the worst condition will be placed higher on the list. Ultimately, any roadway in need of repair based on a hazardous condition, will be included to resolve the hazard.

Based on Council approved priority-based methodology, for this year, staff recommends rehabilitation of roads within Lower Town and Patio Park and, depending on final quantity, staff recommends the resurfacing of Palisades Drive.

Where applicable, as part of these roadway improvements, restriping would occur to allow for the addition of bike lanes consistent with Council goal 1-C4 "*Develop bike lanes on existing roadways for better connectivity.*"

Traditionally, Town Code requires a bidding process for a project of this size. However, the Code also allows the use of other available contracts that have been previously bid and contain cooperative agreement language when such contracts are favorable to the Town. As such staff is proposing that the cooperative agreement clause from Pinal County with Cactus Asphalt be utilized for this work. The proposal received for the scope of work developed by the staff is \$463,795 for both Lower Town and Patio Park and an additional \$48,500 for the work on Palisades.

Funding for this work is proposed from a combination of existing HURF funding and unrestricted funds allocated in the FY20/21 for this purpose.

Public Works Director Maher Hazine presented information on this agenda item to Council. Council Members O'Neill and Regner declared possible conflicts of interest and recused themselves from the dais until after discussion and vote.

Action: Approve the award a contract to Cactus Asphalt for pavement related improvements on various roadways within the Town Limits and authorize the Public Works Director to execute work order and issue a Notice to Proceed with Cactus Asphalt in the amount of \$463,795 (plus 10% contingency) and an additional \$48,500 for Palisades Drive.

Motion: Vice Mayor Hunseder

Second: Council Member Babbitt-Pierce

Vote:

Voting Member	Aye/Nay
Council Member Marney Babbitt-Pierce	Aye
Council Member Debbie Hunseder	Aye
Council Member Lisa O'Neill	Recused
Mayor Robyn Prud'homme-Bauer	Aye
Council Member Bill Regner	Recused

ENGINEERING SERVICE AGREEMENT FOR FEASIBILITY STUDY FOR WATER RESOURCES – Discussion and possible action regarding the award of an Engineering Feasibility Study to evaluate alternatives to bring the Mescal Well Online and evaluate alternatives to improve the operational functionality of the Haskell Springs.

The Town of Clarkdale owns several wells, two of which have arsenic exceedances over allowable limits. Arsenic is an element that occurs naturally in rocks and soil and is used for a variety of purposes within industry and agriculture. It is also a byproduct of copper smelting, mining, and coal burning. Arsenic can enter the water supply from natural deposits in the earth. It is widely believed that naturally occurring arsenic dissolves out of certain rock formations when ground water levels drop significantly.

On January 22, 2001, The Environmental Protection Agency (EPA) adopted a new standard for arsenic in drinking water of 0.01 mg/l or 10 parts per billion (ppb), replacing the old standard of 50 ppb. Water systems had to meet the new standard by January 23, 2006.

The three primary wells that the Town owns are Haskell Springs, Mountain Gate, and Mescal well. Haskell Springs well has arsenic concentrations of only 3 ppb (well below the revised limits). Mountain Gate water naturally has water with 30 ppb levels. This water is

treated to a level of 4-5 ppb (well below the regulatory limits). The Mescal well was tested on October 26, 2004 and produces water with approximately 14 ppb (slightly above the regulatory limit).

The Mescal well does not have wellhead treatment, so it is not currently in operation. The Mountain Gate well with arsenic levels above the federal drinking water standard is treated at the 89A reservoir site. Haskell Springs is a relatively shallow well and as such, needs to be supplemented with water from the 89A reservoir during the summer high demand months. Given these operational and water quality concerns, Town staff would like to evaluate how best to manage the community's potable water supply.

The evaluation will include a comparison of several arsenic treatment technologies.

This feasibility study will include a collection of available data such as historical flow and water quality test results, Operations and Maintenance (O&M) budget for each well site, and as-built plans. Using the gathered data, a comparison of various treatment technologies and related future O&M costs will be completed. Finally, the consultant will evaluate several options including:

- 1) Keep Mescal shut down and drill Haskell Springs deeper so that it does not need to be supplemented in summer months,
- 2) Provide wellhead treatment at Mescal,
- 3) Pump Mescal water north to a centralized arsenic treatment facility, and
- 4) Develop a blending plan that allows for a combination of all well flows into a centralized system and avoids additional treatment.

This project is consistent with Draft Council Goals 1(I): Ensure availability and sustainable management of water and sanitation.

Funding for this project will come from the Water Resources Development Projects account. Hazen and Sawyer was the company selected based on their expertise. Arizona State law prohibits engineering contracts for less than \$500,000 to undergo a bidding process, instead a qualification based selection is used. Town Code 3-3-9(B) addresses the procurement process for professional services.

Public Works Director Maher Hazine presented this item to Council. Council discussion followed regarding impacts on surrounding wells. Council Member Regner asked that Hazine provide a report assessing the value of the prior water budget report done by Laurel Lacher several years ago related to the results of this proposed feasibility study and how much of her study is useful in this endeavor.

Action: Approve the Engineering Services Agreement for Feasibility Study for Water Resources and authorize the Public Works Director to finalize the

agreement and issue Notice to Proceed to award to Hazen and Sawyer for an amount not to exceed \$71,124.

Motion: Vice Mayor Hunseder

Second: Council Member Regner

Vote:

Voting Member	Aye/Nay
Council Member Marney Babbitt-Pierce	Aye
Council Member Debbie Hunseder	Aye
Council Member Lisa O'Neill	Aye
Mayor Robyn Prud'homme-Bauer	Aye
Council Member Bill Regner	Aye

RENAMING OF TOWN BUILDINGS – A work session to discuss a policy draft regarding the renaming of certain Town-owned facilities and buildings.

Renaming public spaces and buildings with a goal of inclusivity has become an expected custom in modern times. Balancing this with historic preservation and accuracy is a challenge.

This is an opportunity for Council to discuss goals and policy when decisions to rename Town assets are made. Included in your packet are some policies collected by Town staff from around the country that may assist you in your discussion.

Town Clerk informed the Mayor of the email from Drake Meinke requesting postponement of this agenda item. The Mayor declined the request.

Following a statement from the Mayor, Council Member Babbitt-Pierce discussed the intent of the topic and made a brief statement of introduction.

Mayor Prud'homme-Bauer opened the discussion to public comment. The following persons spoke in public comment:

Scott Buckley, Clarkdale resident, spoke against changing name.

Michael Lindner, Clarkdale resident, interested in hearing the discussion.

Randall Haug, Clarkdale native, spoke against name change.

Todd Green, Clarkdale resident, be cautious of pendulum effect and make sure decision is equitable and transparent.

Laura Jones, Clarkdale resident, discussed history of racial disparity and encouraged people to listen to others in the community to hear why their experience may be less positive than others' experiences.

The Mayor closed public comment.

Council discussion followed. Suggestions included having the Historic Preservation Commission and perhaps the Parks and Recreation Commission do research on history of the buildings. Any hearings with the public could be held before the Commission however

most public comment should be held before the Council. Discussion included concern about staff time that might be spent on the issue.

The decisions the Council identified were 1) do we develop a policy (for naming/renaming); what is priority of that policy? and 2) is there an issue with the current names of rooms in this building?

Direction to staff was that staff would work on drafting a policy and the Historic Preservation Commission would research the history of the buildings. Then, at a later date, all would be returned to the Council for discussion.

Action: This is a work session only. No Council action is required.

WORK SESSION ON STRATEGIC PLANNING VISION, MISSION, AND GUIDING PRINCIPLES – A work session to discuss statements for Town Vision, Mission and Guiding Principles summarizing Council focuses for 2021.

Strategic Planning occurs to assist organizations with developing clear plans of action for future opportunities and strategies.

The Town Council and Staff conduct the Annual Strategic Plan Meeting to determine priorities, give updates of previous projects and gain consensus for future strategies.

The Town Council, Town Manager, and staff met on February 16, 2021 to conduct this annual meeting. As part of this process the Council reviewed the Town Vision Statement, Mission Statement, and Guiding Principles. The Council gave four (4) suggested wordings for both the Vision and Mission Statement. At the March 9, 2021 Council meeting, the Council directed staff to finalize the Vision and Mission Statements as follows:

Vision – *Clarkdale, a place that makes sense to live, work and play.*

Mission - *While embracing our history, the Town of Clarkdale strives to build a sustainable future for an equitable and thriving community.*

The above statements and the proposed edits of the guiding principles are included in your packet.

After a brief introduction to the topic by Town Manager Hlavinka, Council discussion followed.

Council direction to staff was to bring the new Vision and Mission back along with the current Guiding Principles for future Council meeting approval. The newly drafted Guiding Principles will be re-visited and finalized prior to adoption.

Action: This is a work session and no Council action is required.

FUTURE AGENDA ITEMS –**April 28, 2021 – All day budget session****May 11, 2021 – If necessary, 1 – 2 hour additional meeting prior to Regular Council meeting.****ADJOURNMENT:** Without objection Mayor Prud'homme-Bauer adjourned the meeting at 8:51 P.M.

APPROVED:



Robyn Prud'homme-Bauer, Mayor

ATTESTED/SUBMITTED:



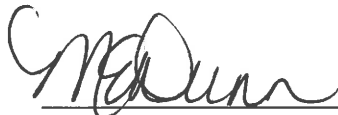
Mary Ellen Dunn, Town Clerk

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the regular meeting of the Town Council of the Town of Clarkdale, Arizona held on the 13th day of April, 2021. I further certify that meeting was duly called and held and that a quorum was present.

Dated this 12 day of May, 2021.

SEAL



Mary Ellen Dunn, Town Clerk